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(U) A talented cadre of Information Review and Release Analysts (IRRAs) and Information Review Officers (IROs) represent each directorate and thoroughly review Agency information and equities. These dedicated officers work tirelessly to ensure the timely, accurate, and careful release of Agency material.

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(U) Submit all official and non-official intelligence-related materials intended for publication (the sharing of information with others), such as resumes, books, articles, academic papers, letters to the editor, screenplays, speeches, internet material, etc. Any written, oral, electronic, or other material intended for publication that mentions CIA, intelligence data or activities, or material on any subject about which you had access to classified information in the course of your employment or other contact with the Agency, must be submitted to PRB prior to sharing it with others. If unsure about whether your manuscript meets the criteria for PRB review, please ask.

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(U//~~FOUO~~) You should submit your documents at least 30 days prior to when you actually need it returned to you. Per regulation, this is the standard time frame for a review, however, lengthy and complex submissions may take longer to review. For resumes, if you served in more than one directorate or other IC components, your submission may require additional coordination. Keep in mind that the PRB serves a very large population and has many competing priorities. Please allow ample time to give your manuscript the time and attention it deserves. When possible, we try to accommodate shorter deadlines.

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